

Public Records Request/ Judicial Annex, Courts

Judicial Annex 233 West Main St. Jerome, Id 83338 (208) 644-2600 Fax: (208) 644-2609

Request can be e-mailed to tbrandebourg@co.jerome.id.us or jlage@co.jerome.id.us or faxed

Date: ___/___/___

Please Type or Print Legibly

Name: _____

Address: _____

Phone (___) ___-___ Fax(___) ___-___ E-mail _____

How would you like to receive this information _____

Describe in As Much Detail As Possible the Records Being Requested (Instrument #, Name, Dates, Report Name, Etc.):

Fees:

Recorded Documents: #Pages _____ x \$1.00 = _____

UnRecorded Documents: #Pages _____ x .15= _____

Certification Fee: #Documents _____ x \$1.00= _____

of Hours Worked: _____ x Rate _____ = _____

of Hours to be completed only if this request requires more than 100 copies or more than 2 hours of labor

Total owed for this request \$ _____

This office has three days to fulfill this request – If unable to fulfill request in that time you will receive notification that more time is needed for a maximum of 13 days.

Completed: Date: _____ By: _____ Payment Rev'd _____